

10/14/93

(E813A)

350977

(X) RELEASE () DECLASSIFY
 () DENY () DECLASSIFY
 () DELETE Non-Responsive Info
 FOIA Exemptions
 PA Exemptions

MR Cases Only:
 EO Citations

ID #

P. 811-01

CORRESPONDENCE TRACKING WORKSHEET

☐ O - OUTGOING☐ H - INTERNAL☒ I - INCOMING

Date Correspondence
 Received (YY/MM/DD)

8511112

8534526

Name of Correspondent:

Christopher H. Smith☐ MI Mail Report

User Codes: (A) _____

(B) _____

(C) _____

Subject:

*Enclosed letters to the President written by students of
 Grace Norton Rogers School requesting that the release of
 Raul Wallenberg be included in the summit talks.*

ROUTE TO:

ACTION

DISPOSITION

Office/Agency (Staff Name)	Action Code	Tracking Date YY/MM/DD	Type of Response	Completion Date YY/MM/DD
<i>USCIS</i>	ORIGINATOR	<i>8511113</i>	<i>MD</i>	<i>8511113</i>
<i>Co Higgins</i>	Referral Note:	<i>21</i>	<i>8511118</i>	<i>11</i>
<i>SPS C</i>	Referral Note:	<i>A</i>	<i>8511118</i>	<i>8511111</i>
<i>DOS</i>	Referral Note:	<i>R</i>	<i>8511121</i>	<i>11</i>
	Referral Note:			<i>11</i>
	Referral Note:			<i>11</i>

ACTION CODES:

A - Appropriate Action
 C - Comment/Recommendation
 D - Draft Response
 F - Furnish Fact Sheet
 to be used as Enclosure

I - Info Copy Only/No Action Necessary
 R - Direct Reply w/Copy
 S - For Signature
 X - Interim Reply

DISPOSITION CODES:

A - Answered
 B - Non-Special Referral
 C - Completed
 S - Suspended

FOR OUTGOING CORRESPONDENCE:

Type of Response = Initials of Signer
 Code = "A"
 Completion Date = Date of Outgoing

Comments:

State

UNCLASSIFIED

Keep this worksheet attached to the original Incoming letter.

Send all routing updates to Central Reference (Room 75, OEOB).

Always return completed correspondence record to Central Files.

Refer questions about the correspondence tracking system to Central Reference ext. 2500